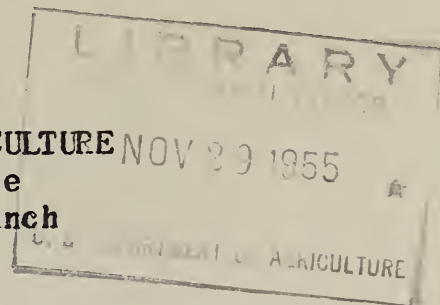


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UNITED STATES DEPARTMENT OF AGRICULTURE
Agricultural Research Service
Animal Disease Eradication Branch
Washington 25, D. C.



September 13, 1955

ADE BRANCH MEMORANDUM NO. 508.9
Amendment No. 1

To : All ADE Field Activities Stations
From : F. W. Morgan, Administrative Officer
Subject: Diagnosis Charges Against VE

I PURPOSE

The purpose of this memorandum is to request supplemental information for VE salary charges as reported on Form ADE 8-9 under the section provided for VE Diagnosis Expenses (including salaries).

II GENERAL

ADE Branch Memorandum No. 508.9 established the procedure for charging the entire salary of one or more employees to the VE Project. This was to eliminate the necessity for charging part-time salaries for VE field work and clerical assistance. It is now necessary that this office be furnished a bi-weekly report of all employees whose salaries are charged to VE Diagnosis work other than those employees whose full-time salary is charged to VE under the procedure established in the original memorandum. However, if these regular VE employees perform Diagnosis work on an overtime basis, the amount of overtime salary should be reported.

III METHOD OF REPORTING

Effective with the current pay period, the reverse side of Form ADE 8-9 can be used to list the employees' names and grades (other than regular VE employees) and the amount of salary charged for VE Diagnosis service for each pay period.

IV SPECIAL NOTICE

The initial report should include the period from July 1, 1955, through the close of the pay period covered by the report.

Special Agent in Charge
Federal Bureau of Investigation
Washington, D. C.

TO : DIRECTOR, FBI

FROM : SAC, NEW YORK

SUBJECT: [Illegible]

RE: [Illegible]

DATE: [Illegible]

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